

CalATERS-Global Expense Summary

REPORT INFORMATION

Name Marcy J Mandel
Expense Dates 07/01/14-07/01/14
Form ID TEA000447338
Approver Richard J Chivaro
Start Date/Time 07/01/14 / 0000
End Date/Time 07/02/14 / 0000
Trip Location Sacramento
Purpose of Trip Official SCO business. FTB meeting.
Authorization #/ Trip # /

REPORT TOTALS

Report Total 224.94 USD
Department Paid 209.34 USD
Advance Schedule Amount 0.00 USD
Amount Due Employee 15.60 USD

**** Charges are in USD unless otherwise noted**

EXPENSE DATA SUMMARY

Date	Expense Item	Amount	Payment Type	Country	Ex. Rate	Charge to	USD
07/01/14	Airfare - Commercial	209.34	Department Paid	United States (US)	1.00		209.34
07/01/14	Personal Auto Mileage	5.60	Cash	United States (US)	1.00		5.60
07/01/14	Parking, Auto	5.00	Cash	United States (US)	1.00		5.00
07/01/14	Incidentals	5.00	Cash	United States (US)	1.00		5.00

Expense Sub-Totals

Airfare - Commercial 209.34
 Parking, Auto 5.00
 Incidentals 5.00
 Personal Auto Mileage 5.60

CalATERS-Global
Expense and Miscellaneous Detail

EXPENSE DETAIL SUMMARY

Date	Expense Item	Amount	Expense is	Purpose	Category	Receipt Required
07/01/14	Airfare - Commercial	209.34	Reimbursable			Yes
07/01/14	Personal Auto Mileage	5.60	Reimbursable			No
07/01/14	Parking, Auto	5.00	Reimbursable			No
07/01/14	Incidentals	5.00	Reimbursable			No

Cars used for Business Travel

Vehicle Type: Personal Auto Mileage

Comments

Name: Marcy J Mandel

Subject: Report Info

Comment: Trip began on June 30 at 16:00 and was over 24 hours. All June 30 expenses were claimed on a separate TEC. This TEC is created as July 1-July 2 due to the year end transition and need to have a 24-hour period in one TEC to claim incidentals.